

2015- 2016 PARENT PLUS LOAN APPLICATION INSTRUCTIONS

COMPLETING THE ONLINE APPLICATION:

Parents may apply for a Federal Direct **PLUS Loan** at www.studentloans.gov

Application will open on June 1st.

If you have problems with the online PLUS application call Direct Loan Applicant Services at 1-800-557-7394 for assistance.

1. The **Parent** must Sign in with his/ her personal information and FAFSA PIN.
2. Click on **Request a PLUS loan**.
3. Under **Select the loan type** click on **Parent PLUS**. Read and complete all sections in each step.

Step 1. School & Loan Information

- Select Award Year (2015-2016)

PLEASE NOTE THIS IS THE ONLY SECTION WHERE STUDENT INFORMATION IS REQUIRED

- Complete Student Information Section
- Complete School and Loan Information Section
- Select Loan Period for Loan

08/2015-05/2016 = Full Academic Year loan, Fall and Spring

08/2015-12/2015 = Fall 2015 only loan

01/2016-05/2016 = Spring 2016 only loan

05/2016-07/2016 = Summer 2016 loan, Student must register for 6 credit hours in order to process PLUS loan.

Step 2. Borrower Information

Complete all sections of Borrower Information, which is the Parent.

Step 3. Review Request

Review all information under School and Loan Information and Borrower Information. Click Edit to update any information.

Step 4: Credit Check & Submit

Review and check consent for credit check and certification of information.

If the PLUS loan is **credit approved**, it will be added to the student's financial aid record by the Office of Financial Aid.

IMPORTANT: Do **not** submit more than one application for the same Parent.

If the PLUS loan is **credit denied**, you may choose to proceed by selecting **one** of the following credit actions.

1. **Obtain an endorser.** An endorser is someone who does not have an adverse credit history and agrees to repay the loan if the borrower becomes delinquent in making payments or defaults on the loan.
 - a. The endorser may log on to www.studentloans.gov and complete the Endorser Process. Once approved the Office of Financial Aid will provide additional instructions.
2. Appeal the decision by calling (800) 557-7394.
Or
3. Will not take additional steps for Parent PLUS loan. Student will borrow additional unsubsidized loan. Fill out [Additional Unsubsidized Loan Request Form](#) and return to the Office of Financial Aid.